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EDUCATION:

December 2003	Arkansas State University, Jonesboro, AR Ed.S. in Education Administration
August 1998	Arkansas State University, Jonesboro, AR M.S. in Gifted, Talented and Creative
August 1992	University of Arkansas at Pine Bluff, Pine Bluff, AR B.S. in Elementary Education

RELATED CREDENTIALS:

January 2014	Multiple-Areas Certification, Arkansas Department of Education, Little Rock, AR <ul style="list-style-type: none">- Curriculum Specialist K-12- District Administrator PK-12- Elementary Education 1-6- Elementary Principal K-9- Gifted and Talented Education PK-8- Gifted and Talented Education 7-12- Secondary Principal 5-12- Supervisor of Gifted and Talented K-12
March 2017	AdvancED Assistant Lead External Review Team and Eleot Certified
March 2016	AdvancED Assistant Lead External Review Team and Eleot Certified
October 2014	AdvanceED External Review Team and Eleot Certified
November 2013	Framework for Teaching Proficiency Test: Credentialed
February 2013	AVID District Director Certification
March 2011	Classroom Walkthrough Recalibration
August 2007	Path Wise Training Recalibration
August 2001	Teacher-Mentoring Program Path Wise Training Certification

AWARDS

2006-07	Manchester Who's Who of Executives and Professionals
2003	Arkansas State Graduate Student Educational Leadership
2001-02	Spirit of the Starfish, Forrest City Schools



1998-99	Gifted Education Leadership Award, Forrest City Schools Gifted Program
1998-99	Spirit of the Starfish, Forrest City Schools
1998-99	Friend of Gifted Education, Forrest City Schools Gifted Program
1997	Forrest City Education Association Grant, Forrest City Schools

RELATED EXPERIENCE:

2002- 2005	East Arkansas Community College HERO Camp (Medical Professionals) – Camp Facilitator
1998	East Arkansas Community College Saturday Scholars Program Instructor: Taught Frog Dissection Course
1996	First Annual Scholars Club Leadership Summit, Lincoln Middle School, Forrest City, AR Participants were local community leaders, businesses, USDA agencies, East Arkansas Community College, local organizations, and civic clubs.
1995-98	Scholars Club Co-Founder and Sponsor, Forrest City, AR 5 th and 6 th Grade Academic Honor/Community Service Mentoring Program; promoted academics, community involvement and mentoring peer program.
1989-1992	University of Arkansas at Pine Bluff College of Education, Pine Bluff, AR Student Worker: Assigned basic research and clerical assignments

CONFERENCE PRESENTER/RESEARCH PRESENTED/SPECIAL PRESENTATION:

2016	AdvancED Arkansas Fall Conference. Co-Presenter: Helena-West Helena School District Continuous School Improvement Little Rock, AR
2013	TESS Co-Trainer for Helena-West Helena District-wide Certified Staff Helena-WestHelena, AR
2011	Educational Sub-Committee: Arkansas Greater Graduation Project (Mrs.English, Mrs.Hall, and Ms.DestinyBowie). Little Rock, AR
2011	Helena-West Helena School Board: Arkansas Greater Graduation Project Helena-WestHelena, AR
2006	Arkansas Department of Education 3 rd Annual Statewide 21 st CCLC Conference. Co-Presenter: ArtToday, Leaders Tomorrow.

Eureka Springs, AR

- 2004 America Association of School Administrators Annual Conference. "Throw Out the Lifeboat: Staying Afloat in the Age of Efficiency and Effectiveness-Mastery Teaching and Learning." Mastery Teaching and Learning project collaboration. Components of project presented at conference by Arkansas State University Professors, San Francisco, California
- 1995 Arkansas Gifted and Talented Education conference (AGATE). UALR College Students Gifted and Talented Curriculum Models, Little Rock, AR
- 1990 UAPB Third Annual Student/Faculty Research Forum. "Student Motivation." Paper presented at conference, Pine Bluff, AR

PUBLISHED RESEARCH:

- 2004 English, L., G.Dickinson, J.McBride, J.Milligan, &J.Nichols. (2004). Throw out the lifeboat: Staying afloat in the age of efficiency and effectiveness. *Education*, 125 (1):104-10, Fall 2004.

PROFESSIONAL MEMBERSHIPS:

Arkansas Association of Curriculum and Instruction
 Association for Supervision and Curriculum Development
 Arkansas Administration Education Association

PROFESSIONAL SERVICE:

- 2013-2014 Phillips County Spelling Bee Judge
 2011-Present Central High School Leadership Team
 2009-Present Helena-West Helena School District Closing the Achievement Gap Committee
 2009-2015 Helena-West Helena District Textbook Committee
 2007-2009 Total Instructional Alignment Planning Team, Great Rivers Education Cooperative
 2003-06 East Arkansas Community College Community Education Advisory Committee
 2000-02 AEA/NEA Building Representative Forrest City Schools
 2000-01 Personnel Policy Building Representative, Forrest City Schools
 1994-95 Arkansas Gifted and Talented (AGATE) Awards Committee
 1994-95 Minority Diversity Recruitment, Arkansas State University

ADMINISTRATION EXPERIENCE:

- 7/2016-Present Helena-West Helena School District, Helena-West Helena, AR 72342
Deputy Superintendent
 • Manage Human Resources

- Manage Federal Programs
- District School Improvement Liaison
- Monitor ALE Program
- District Director of 21st CCLC Programs
- Manage District Compliance and Appeals
- Career and Technical Education Liaison
- Provide technical assistance and support to principals.
- Supervise assigned Licensed and Non-Licensed staff.
- Coordinates the District Parent and Student Handbook committee.
- Work collaboratively with coordinators, directors, and other key staff.
- Collaborate and support the Superintendent's initiatives.
- AdvancED Liaison
- Coordinate and lead the ACSIP/District Leadership team.
- Strategic Planning committee member

10/2015-6/2016

Helena-West Helena School District, Helena-West Helena, AR 72342
Interim Deputy Superintendent

- Managed Human Resources a portion of the year.
- Managed Federal Programs
- School Improvement Liaison
- Coordinated 504
- District Director of 21st CCLC Programs
- Coordinated Homebound
- District Parent Coordinator
- Provided technical assistance and support to principals.
- Supervised assigned Non-Licensed staff.
- Coordinated the District Parent and Student Handbook committee.
- Worked collaboratively with coordinators, directors, and other key staff.
- Collaborated and supported the Superintendent initiatives.
- AdvancED Co-Liaison
- Coordinated Homeless Program
- Coordinated the Wellness committee

7/2014-10/2015

Helena-West Helena School District, Helena-West Helena, AR 72342
Director of Elementary

- Provided technical assistance and support to principals.
- Coordinated Professional Development
- Coordinated curriculum initiatives
- Coordinated Instructional Coaches meetings
- Assisted in the coordination of the Media Specialists meetings.
- Grant Writer: 21st CCLC Grant Recipient
- 21st CCLC Grant Monitor
- Collaborated with the Deputy Superintendent and ADE Office of Intensive Support Liaison.

- Administered the textbook selection process
- Co-Coordinated Building Level Walkthroughs
- Chaired Professional Development and Curriculum Committees

7/2013-6/2014

Helena-West Helena School District, Helena-West Helena, AR 72342

Director of Elementary

- Provided technical assistance and support to principals.
- Supervised elementary and primary school principals.
- Coordinated curriculum initiatives
- Coordinated Instructional Coaches meetings
- Assisted in the coordination of the Media Specialists meetings.
- Co-Supervisor of the HIPPY Program
- Co-Supervisor of the Save The Children Program
- Provided Classroom Walkthrough support to Secondary/Elementary/Primary Principals.
- Co-Backup District Test Coordinator
- AVID District Director
- GrantWriter: 21st CCLC GrantRecipient
- 21st CCLC GrantMonitor
- Instrumental as AVID District Director in ensuring that Central High School is designated as an AVID Certified Site, the first High School in the Region to receive that distinction.
- Collaborated with Superintendent, other Directors/Coordinators to ensure a consistent PreK-12 flow of educational priorities.
- Administered the textbook selection process
- Administered the Elementary/Primary Handbook process
- Coordinated and recovered instructional materials, equipment, furniture, and supplies from unused elementary buildings.
- Chaired Professional Development and Curriculum Committees

7/2012-6/2013

Helena-West Helena School District, Helena-West Helena, AR 72342

7/2010-6/2011

Director of Secondary Education

- Provided resource support and technical assistance to principals.
- Conducted classroom walkthroughs with documented feedback.
- Coordinated District level walkthrough process with documented feedback.
- Developed protocols for District level walkthrough team.
- Coordinated programs in the areas of Curriculum and Instruction.
- Provided leadership coordination in the development of the district's curriculum.
- Co-Chaired Standards Assurance Visit
- Coordinated Professional Development Training
- Monitored Instructional Coaches
- Coordinated, monitored, and reported professional development, and curriculum review findings to superintendent and the administrative team.

- Coordinated monthly Instructional Coaches meetings
- Collaborated with Testing Coordinator, other directors, and consultants.
- Perkins Coordinator
- Co-Chaired AdvanceEd Monitoring
- Supervised District Reading Specialist
- Re-established the Executive Cabinet Team collaborative meeting.
- 2009 served as third in command role as delegated by the Superintendent.
- 2008 Co-Chair of Arkansas Greater Graduation Youth Summit
- 2010-11 Grant Recipient of Arkansas Greater Graduation, Phase II and Chair of the Youth Summit.

7/2011-7/2012

Helena-West Helena School District, Helena-West Helena, AR 72342

Elementary Supervisor

- Provided technical assistance and support to principals.
- Supervised elementary and primary school principals.
- Coordinated curriculum initiatives
- Coordinated Instructional Coaches meetings
- Assisted in the coordination of the Media Specialists meetings.
- Co-Supervised the HIPPY Program
- Co-Supervised the Save The Children Program
- Provided Classroom Walkthrough support to Secondary/Elementary/Primary Principals.
- Co-Backup District Test Coordinator
- AVID District Director
- GrantWriter: 21st CCLC GrantRecipient
- 21st CCLC GrantMonitor
- Instrumental as AVID District Director in ensuring that Central High School is designated as an AVID Certified Site, the first High School in the Region to receive that distinction.
- Collaborated with Superintendent, other Directors/Coordinators to ensure a consistent PreK-12 flow of educational priorities.
- Administered the textbook selection process
- Administered the Elementary/Primary Handbook process
- Coordinated and recovered instructional materials, equipment, furniture, and supplies from unused elementary buildings.
- Chaired Professional Development and Curriculum Committees

7/2008-6/2010

Helena-West Helena School District, Helena-West Helena, AR 72342

Curriculum Specialist K-12

- Supervised programs in the areas of Curriculum, Instruction, and Professional Development.
- Provided leadership coordination in the development of the district's Curriculum.
- Conducted annual curriculum evaluation
- Coordinated The Task Force on Closing the Achievement Gap

- Kept abreast of developments in curriculum and instruction and provides leadership in determining the appropriateness for inclusion in the district's educational programs.
- Coordinated, monitored, and reported professional development and curriculum review findings to superintendent and the administrative team.
- Coordinated Professional Development Training
- Observed classroom teachers and evaluate their lesson plans for enhancement of the teaching/learning experiences at the high school.
- Conducted Instructional Coaches meetings
- Economic Arkansas District Coordinator
- Re-established C-CAP (Career Action Planning) Program
- Co-ordinated and conducted the District's first Arkansas Greater Graduation Project Committee meeting.
- Perkins Grant Coordinator for two months and provided continuous assistance.
- Developed Course Description Catalogue, Course Requirement Brochure, and "Great Things Happening at Central" Brochure.
- Grant writer
- Co-Chair Standards Assurance Monitoring Visit

7/2007-6/2008

Helena-West Helena School District, Helena-West Helena, AR 72342

Senior High Assistant Principal

- Provided assistance to the high school principal in the operation of the total school program.
- Assisted the principal in the evaluation of instructional personnel assigned by the principal.
- Developed, implement and monitored staff improvement plans.
- School site ACSIP Coordinator
- Assisted with curriculum initiatives
- Coordinated programs and services supplementary to the instructional program.
- Supervised students' disciplinary actions and extracurricular activities.
- Monitored Parental Involvement Activities

7/2004-6/2007

Brinkley School District, Brinkley, AR 72021

Assistant Superintendent

- Coordinated Professional Development
- Coordinated Federal Programs

- Co-Supervisor 21st CCLC Program
- Supplementary Educational Services Coordinator
- Grant Collaborator, Supervisor, and Monitor
- Coordinated School Improvement Grants
- District ACSIP Supervisor and Monitor
- Chunk Test Coordinator
- Coordinated and formatted K-12 Math and Literacy Curriculum Guides and designed layout for the District's web site.
- Collaborated with school principals on Summer Programs
- Coordinated and designed first Course Description Catalogue
- Evaluated Curriculum and Professional Development Programs
- Supervised Secondary Instructional Coaches and Curriculum Coordinator.
- Coordinated Job Shadowing Program with the Arkansas Game and Fish.
- Submitted budget reports and general reports for coordinated and supervised programs.
- Submitted reports to the Superintendent, and School Board.

12/2003-6/2004

Brinkley School District, Brinkley, AR 72021

Interim Superintendent

- Planned and implement educational and technology programs, personnel, budget operations, and made recommendations for improving instruction, services, and facilities.
- Made recommendations to the Board concerning personnel employment, contractual bids, and personnel policies.
- Coordinated and dialogued School Consolidation process with two (2) potential districts.
- Administered the District's budget and regularly reported to the Board the financial condition of the District.
- Kept the Board abreast of State and Federal rules and regulations.
- Prepared, in consultation with the Board President, the agenda for all Board meetings.
- Prepared and presented an Annual Budget for the District to the Board for its consideration.
- Kept school personnel abreast of innovative developments in curriculum and instruction, technology, school laws and regulations, and legislative initiatives.
- Made recommendations to the Board pertaining to student policies, personnel, and disciplinary actions.
- Coordinated the refurbishment of the football field
- Communicated with local government, local civic organizations, and state legislators.
- Coordinated District legal matters with School Board Lawyer and School District Attorney.
- Communicated and conferred with Department of Education supervisors and Great River Education Cooperative Director.

- Communicated well with local media and kept the public informed of District's goals and plans.
- Supervised principals and district staff

2002-2003

Brinkley School District, Brinkley, AR 72021

Curriculum Coordinator

- Coordinated Professional Development
- Developed and Implemented the Academy Program
- Designed Secondary End-or-Course Student Improvement Plans
- Evaluated Teachers
- Developed, Implemented and Monitored Teacher Improvement Plans.
- Presented Academy and Curriculum Presentations to School Board.
- Public Relations Coordinator for Academy and Curriculum Reports.
- Responsible for Parent/Community Involvement.
- Responsible for Coordination and Implementation of the ACSIP Plan.
- Submitted Quarterly Academy Budget Reports and Program Narratives
- Career and Technology Education Test Administrator

TEACHING EXPERIENCE:

1994-2002

Forrest City Schools, Forrest City, AR 72335

Gifted and Talented Instructor

Taught critical/creative/productive thinking, problem-solving, decision-making skills, planning/organization skills, and educational research skills.

- Developed Gifted and Talented Class Syllabus, Units of Study, and activities.
- Provided Whole Group Enrichment Services
- Provided Pull out Program Services
- Provided research strategies to content area students.

1993-1994

Forrest City Schools, Forrest City, AR 72335

Gifted and Talented Cluster Teacher

1992-1993

Forrest City Schools, Forrest City, AR 72335

Classroom Teacher

REFERENCES:

Mr. Randy Cannon
High School Principal

Palestine-Wheatley School District
P. O. Box 790
7900 Highway 70 West
Palestine, AR 72372

Dr. Joyce Cottoms
Superintendent
Marvell-Elaine School District
P. O. Box 1870
Marvell, AR 72366

Mr. Ken Harvey
Brinkley School Board, Former Vice President
818 Bogle Avenue
Brinkley, AR 72021

Mr. John Hoy
Superintendent
Helena-West Helena School District
305 Valley Drive
Helena, AR 72342

Mrs. Hazel Wallace
Principal
Stewart Elementary
400 Dawson Road
Forrest City, AR 72335

Mrs. Winnie Wilson
Brinkley School District Special Education Supervisor
3061 Highway 79 South
Humphrev. AR 72073